

The Talent Scout



City of Asheville Boards & Commissions

The Asheville City Council needs the expertise of all interested citizens in serving on one of the City of Asheville's many boards and commissions.

The City of Asheville has over 30 active, standing boards and commissions. A description of the duties and purpose for each of these committees are provided below. Each summary includes information on when and where the meetings are generally conducted.

This information serves only as a general information resource and interest-generator vs. a definitive summary of all our boards and commissions.

At the end of this information is an application. If you have specific questions about being a volunteer, please feel free to call the City Clerk's Office at 259-5601.

Rules on Boards & Commissions

Purpose

The City of Asheville provides for continuous citizen input and advice through a wide variety of boards and commissions. Some of these are advisory in nature to the City Council, while others have distinct responsibilities that are established by law. The City Council encourages citizens to participate in their City government by volunteering to serve on these boards and commissions.

Application for Appointment

- 1) A description of all City boards is contained in "The Talent Scout". This document is available in the City Clerk's Office and is distributed widely in the community and on the City's webpage. A brief form stating the citizen's interest in serving on a board is a part of "The Talent Scout" and can be submitted to the City Clerk.
- 2) An application and/or resume is required for consideration of an appointment to a City board.
- 3) In most cases, the City Council will require an interview process prior to appointment.
- 4) All appointments are made in an open session of the City Council. Discussion and consideration of appointments and interviews are also held in open session.

- 5) Once an application for an appointment has been filed with the City Clerk, it is placed on a resource list and remains active for a one-year period. At the end of that period of time, you will be contacted by the City Clerk's Office to see if you wish to seek other opportunities to support your participation on our boards.
- 6) Applicants are strongly urged to attend several meetings of a board prior to applying and/or appointment to a board.

Qualifications

- 1) Appointees to boards and commissions shall be residents of the City of Asheville, unless otherwise specified or provided for by law, ordinance, or Council action establishing said board or commission, or in the rules or by laws of said board or commission, if approved by Council.
- 2) In matters where an intergovernmental board has independent governing authority (by law, by agreement, or other enabling authority), and where not prohibited by law, at least one of the City's appointees shall be a current member of the City Council.

Such an appointment allows Council to be a part of deliberation and decision-making on matters of regional importance that impact the City of Asheville.

- 3) No citizen shall be eligible to hold concurrently more than two Mayoral or City Council appointments to standing boards or commissions; this limitation shall not apply to ad hoc committees appointed by the Council.
- 4) Efforts are made to represent the diversity that we have in our community on all boards, and criteria for appointments may be established to achieve appropriate diversity, except that preference shall be given to appointment of residents of a specific area of town for which an ad hoc or advisory committee may be appointed.
- 5) An oath of office (or affirmation) is required for some boards and commissions. Where applicable, newly appointed board members will take and sign an oath of office or affirmation following their appointment.

If a board member enters on the duties of his or her office before taking, subscribing and filing the oath of office, he or she may be removed from office.

Terms

- 1) A term of service on all City boards shall be limited to three years or less, unless otherwise provided by law.
- 2) A length of service on all boards and commissions shall be limited to two full successive terms (plus any unexpired term to which a member is appointed).
- 3) A member shall serve until the expiration of their term or until such time as a successor is appointed, whichever occurs later, unless otherwise provided by law.
- 4) The City Council Boards & Commissions Committee may request that a member in good standing be allowed to serve out their term should they become a non-city resident.

- 5) Reappointment to a second term is not automatic and will be based on circumstances to be determined by the City Council in each individual case.

Attendance

- 1) Appointees to boards and commissions are expected to attend all meetings possible.
- 2) Any appointee who fails to attend at least 75% of the regularly scheduled meetings of a board or commission within a twelve (12) month period, may be removed.
- 3) The board chairman or staff liaison shall be responsible for reporting on attendance to the City Clerk upon request.
- 4) Attendance provisions are not imposed upon Council liaison members but are in effect for Councilmen serving as appointed regular members on a board or commission.

The Board at Work

- 1) Each board receives its charge from the North Carolina General Statutes or from a City ordinance or resolution establishing the board.
- 2) The City Council may, from time to time, ask a board to consider specific items not in conflict with existing laws.
- 3) The chairman, working with the staff liaison, shall post copies of their minutes on the City's website.
- 4) The City Council may appoint a City Council person as liaison to a board or commission and that member is entitled to receive all agendas, minutes, other correspondence and be eligible to attend all meetings of the board including closed sessions. The role of the liaison shall be to serve as a direct communication link between the City Council and the board or commission, and not to play an active role in the deliberations of the board or commission. The liaison shall notify the board or commission of long-range issues and projects under consideration by the Council which would be of interest to that board or commission and shall likewise advise the Council of such matters under consideration by the board or commission.
- 5) Each board shall make an annual report to the City Council outlining their activities for the past year. The report shall be posted on the City's website by January 30 for the previous calendar year.
- 6) An orientation session will be conducted for all new appointees by the City staff liaison.
- 7) From time to time, additional training sessions for board members may be provided through City staff, the Institute of Government and other training groups and organizations. The City Council encourages members to take advantage of these opportunities.
- 8) No board or commission member who is not present at a meeting shall be allowed to vote by proxy.
- 9) The board will comply with open meeting laws, including notice of meetings.

- 10) The board is to provide the City Clerk with their schedule of regular meetings with the predetermined time and place. The schedule will be revised only in accordance with legal requirements for notice.
- 11) In order to conduct official business at a regular or special meeting, a quorum of the board must be present. In the absence of a rule, by-law, or statute providing otherwise, a quorum is more than half of the members of the board, not counting vacant seats. If a quorum is not present at any meeting, the chairperson will postpone the meeting until such time as a quorum can be present, provided adequate notice is given pursuant to the open meetings law.

Committee on Boards and Commissions

- 1) The Mayor may appoint a committee of City Council, with the Vice-Chair as Chairman, to evaluate the on-going need for each board and recommend to the City Council elimination of any for which there is no longer a need. This committee may also consider other items in regard to board structure, appointments or other items at the request of the Mayor and/or the City Council.

Conflict of Interest

- 1) No member of a board shall participate in the discussion or vote on any item involving their own official conduct or financial interest.
- 2) It is the responsibility of an individual board member to bring to the attention of the entire board any item for which there may be a conflict of interest.
- 3) It is up to the entire board to decide if a conflict exists and vote to excuse a member from considering a particular item.
- 4) Staff and legal assistance is available to all boards and commissions to help the board with decisions in this area.

Resignations and Replacements

- 1) Any member of a board or commission who desires to resign shall do so in writing to the City Clerk.
- 2) Unless otherwise provided by law, ordinance or resolution, all appointment by the City Council to a board or commission serve at the pleasure of Council, and may be removed from a board or commission at the discretion of Council.
- 3) For those boards and commissions whose members may be removed for cause, cause shall include, without limitation, the following: conflict of interest, failure to attend meetings. Removal for cause shall be by Council resolution.

Ad Hoc Committees

- 1) The City Council may appoint ad hoc committees to make recommendations regarding particular matters of interest within the City.
- 2) The foregoing rules on boards and commissions shall apply to ad hoc committees except where alternate provisions are made by the Council.

Inclement Weather

- 1) If the Asheville City Schools are cancelled, then any board/commission meeting scheduled for that day will be cancelled.
- 2) The chairman of the board/commission will have the discretion of cancelling a meeting in the event of safety concerns when the Asheville City Schools have delayed starts.
- 3) In the event of inclement weather, the Chairs of the respective City Council Committees (Housing & Community Development Committee; Planning & Economic Development Committee; Public Safety Committee; Finance Committee; and Boards & Commissions Committee) will have the discretion whether or not the meeting is held that day.

Standing Committees

Air Quality Agency Board, Western North Carolina

The Western North Carolina Air Quality Agency Board consists of 5 members – 2 appointed by City Council and 3 appointed by the Buncombe County Commissioners. The term of office is 6 years.

The Board is responsible for advising City Council and the Buncombe County Commissioners on matters related to the development of policies and plans to improve air quality. In addition, the Board shall (1) select the Director according to the merit system rules of the State Personnel Commission; (2) consult with the Director about problems relating to management of the Agency; and (3) perform the functions and responsibilities enumerated in N.C. Gen. Stat. sec. 143-215.112 (c) (1).

The Board meets on the 2nd Monday of January, March, May, July, September and November at 5:00 p.m. at 49 Mt. Carmel Road, Asheville, N.C. The normal length of a meeting is 1-2 hours.

Affordable Housing Advisory Committee

The Affordable Housing Advisory Committee is composed of not more than 9 members who will represent the diverse viewpoints of community stakeholders on affordable housing.

The Committee will work in conjunction with City leadership and staff to implement the 2008 Affordable Housing Plan. The specific functions will be (1) to consider affordable housing policy issues and advise City leadership about those policies; (2) to develop concrete action steps to implement the highest priorities of the Affordable Housing Plan, and to update that Plan as appropriate over time; and (3) to advise City leadership and staff regarding affordable housing priorities for the investment of City-controlled funds.

The Committee meets at 8:30 a.m. on the first Thursday of each month in the 5th Floor Large Conference Room in the City Hall Building.

Americans With Disabilities Act Compliance Committee

The Americans With Disabilities Act (ADA) Compliance Committee consists of 5 representatives from each of the following entities: elected officials, the disability community, business or non-profit sector of the community, education and the health/medical profession. The term of office is 3 years.

The ADA Compliance Committee hears complaints filed under the City's ADA Grievance Procedure.

The ADA Compliance Committee meets on an on-call basis in the 4th Floor Conference Room in the City Hall Building. The normal length of a meeting is 1 hour.

Airport Authority

The Airport Authority consists of 7 members - 5 appointed by City Council, 3 appointed by the Buncombe County Commissioners and 1 appointed by the other six members of the Authority. The term of office is 4 years.

The Asheville Regional Airport Authority oversees the management and operation of the Asheville Regional Airport.

The Authority meets on the 2nd Friday of each month at 8:30 a.m., in the Asheville Airport offices. The normal length of the meeting is 1-2 hours.

Alcoholic Beverage Control Board

The Asheville Alcoholic Beverage Control (ABC) Board consists of 5 members – all appointed by City Council. The term of office is 3 years.

The ABC Board oversees the operation and administration of the ABC system.

The ABC Board meets the last Tuesday of each month at 8:30 a.m. in the Administrative Office of 1 Cherry Street. The normal length of the meeting is 1-2 hours.

Board of Adjustment

The Board of Adjustment consists of 5 regular members and 7 alternate members. Four regular members and 5 alternate members, who are residents of the City, shall be appointed by City Council. The other regular member and 2 alternate members shall be appointed by the Buncombe County Commissioners from residents of the extraterritorial area. The term of office is 3 years.

The Board of Adjustment (1) hears and decides applications for approval of variances from the terms of the Unified Development Ordinance (UDO); (2) hears and decides appeals from any order, requirement, permit, decision, or determination issued or made by an administrative officer of the City in enforcing any provisions of the UDO; (3) services as the City's Housing Code Appeals Board; and (4) performs such additional powers and duties as may be set forth in the UDO and in other laws and regulations.

The Board meets on the 4th Monday of each month at 2:00 p.m. in the 1st Floor North Conference Room of the City Hall Building. The normal length of the meeting is 2 hours.

Board of Education (Asheville City)

The Asheville City Board of Education consists of 5 members – all appointed by City Council. Any person appointed must be a resident in the Asheville City School District. The term of office is 4 years.

The Board is responsible for assuring quality education for Asheville city school children.

The Board meets on the 1st Monday of each month at 6:30 p.m., at the Asheville City School Administrative Offices at 85 Mountain Street, Asheville, N.C. The normal length of the meeting is 2 hours. In addition to the regular board meetings, the board holds worksessions one week prior to the regular board meeting at 4:00 p.m. in Room 203 of the Administrative Offices at 85 Mountain Street, Asheville, N.C.

Board of Electrical Examiners

The Board of Electrical Examiners consists of 5 members – all appointed by City Council. In addition, the City's electrical inspector is an ex-officio member. The term of office is 3 years.

The Board examines applicants for licenses and for the transaction of other related business.

The Board meets on the 2nd Tuesday of January, April, July and October at 9:00 a.m. The location of the meeting is in the Public Works Facility, Room A109 at 161 S. Charlotte Street, Asheville, North Carolina. The normal length of the meeting is 1-2 hours.

Citizens/Police Advisory Committee

The Citizens/Police Advisory Committee consists of 13 members – 5 area representatives, 1 Council Member, a youth representative, Chairman of the Community Relations Council, a police officer, Chairman of the Housing Authority, Chief of Police, and 2 ad hoc seats (voting members) (to be temporarily filled and appointed by committee members in the event of a specific problem or incident). The term of office is 3 years.

The Committee serves as a liaison between the police department and community. The committee mediates problems or conflicts, and serves as an advocate for programs, ideas, and methods to improve the relationship between the police and community. The committee is also responsible for disseminating information to the community and to the government officials of Asheville.

The Committee meets at 6:00 p.m. on the first Thursday of each month in the Asheville Police Department - Chief's Conference Room. The normal length of the meeting is 1-2 hours.

Civic Center Commission

The Civic Center Commission consists of 9 voting members – 7 members are appointed by the City Council and 2 members are to be appointed by the Buncombe County Board of Commissioners. The term of office is 3 years.

The Commission reviews and makes recommendations on programming goals and objectives; long-range plans; proposals for changes in the fees and charges; and encourages promotion of sports, recreation, entertainment, cultural events and activities at the Civic Center.

The Commission meets on the 1st Tuesday of each month at 4:00 p.m., at the Civic Center in the Banquet Hall. The normal length of the meeting is 2 hours.

Civil Service Board

The Civil Service Board consists of 5 members – 2 appointed by City Council (which must be City residents), 2 elected by members of the Classified Service, and 1 member appointed by the other 4 members of the Board. The term of office is 2 years.

The Board works with the Human Resources Department to resolve employee grievances on an as needed basis and meets on a periodic basis to discuss personnel administration issues.

The Board meets on the 1st Friday of each month at 8:00 a.m. in Room 623 of the City Hall Building. The normal length of the meeting is 1-2 hours.

Community Relations Council, Asheville-Buncombe

The Asheville-Buncombe Community Relations Council Board of Directors consists of 18 members – 6 appointed by City Council, 6 appointed by the Buncombe County Commissioners, and 6 appointed by the other 12 members of the Board. The term of office is 3 years.

The Board is responsible for solving problems relating to race, ethnicity, religion and class.

The Board meets on the 4th Thursday of every month at 4:30 p.m., in the United Way Board Room, 1st Floor at 50 S. French Broad Avenue, Asheville, N.C. The normal length of the meeting is 1-2 hours.

Crimestoppers, Asheville-Buncombe

The Asheville-Buncombe Crimestoppers Board of Directors consists of various members appointed by City Council, Buncombe County Commissioners, Merchants Association and the Board itself. The term of office is 3 years.

The Board reviews crimes and sets awards for information leading to the arrest and conviction of felony crime offenders and fugitives.

The Board meets on the 4th Tuesday of each month at 8:30 a.m. in the Sheriff's Office at 202 Haywood Street. The normal length of the meeting is 1-2 hours.

Downtown Commission

The Downtown Commission consists of 11 members – 8 members appointed by City Council, 2 members appointed by the Buncombe County Commissioners and 1 member is a seated Board member of the Downtown Association. The term of office is 3 years.

The Commission was established to promote the sustainability and continued development of downtown Asheville, a vital urban center of western North Carolina's economic, cultural and visitor activity. The Commission (1) recommends to City Council an overall policy for the continued development and sustainability of downtown; (2) recommends effective management of the public resources for downtown and actively pursues and assists the private sector investment in the downtown area; and (3) carries out the powers and duties assigned to the Commission in the Unified Development Ordinance.

The Commission meets on the 2nd Friday of each month at 8:30 a.m. in the First Floor Conference Room of City Hall, 70 Court Plaza, Asheville, N.C. The normal length of the meeting is 1-2 hours.

Energy & the Environment, Sustainable Advisory Committee

The Committee consists of nine members, all appointed by City Council, with representation from specific economic and community sectors.

This Committee will undertake initiatives, at a City level, and participate in the larger community and regional discussions, to improve the environment, encourage green development, and support the development of a healthy community.

This Committee meets on the 3rd Wednesday of each month at 3:00 p.m., in the Public Works Building in Room A109 at 161 S. Charlotte Street, Asheville, N.C. The normal length of the meeting is 1-2 hours.

Firemen's Relief Fund Board of Trustees

The Firemen's Relief Fund Board of Trustees consists of 5 members – 2 appointed by City Council, 2 elected by members of the local fire department or departments who are qualified as beneficiaries of such fund, and 1 appointed by the Commissioner of Insurance. The term of office is 2 years.

The Board is responsible for controlling the funds derived from the provisions of Article 118 of the North Carolina General Statutes and disbursing the funds in accordance with the statute.

The Board meets in January and August of each year at 9:00 a.m., in the Wachovia Bank Building, Asheville, N.C. The normal length of the meeting is 1 hour.

Greenway Commission

The Greenway Commission consists of 7 members – all appointed by City Council. The term of office is 3 years.

The Commission promotes the establishment of linear park areas known as greenways. The Commission also is responsible for (1) implementing and periodically updating the Greenway Master Plan; and (2) identifying potential sites or land parcels which should be acquired or reserved for open space or greenway purposes and recommending methods of acquisition for such parcels.

The Commission meets on the 2nd Thursday of each month at 3:30 p.m., in the 1st Floor North Conference Room of the City Hall Building. The normal length of the meeting is 1-2 hours.

Historic Resources Commission, Asheville-Buncombe

The Asheville-Buncombe Historic Resources Commission consists of 12 members – 6 appointed by City Council and 6 appointed by the Buncombe County Commissioners. The term of office is 3 years.

The Commission (1) recommends "historic districts" and "landmarks" for establishment by the Asheville City Council and the Buncombe County Commissioners; (2) reviews and acts upon proposals for alterations, demolitions, or new construction within historic districts, or for

alteration or demolition of designated landmarks; (3) undertakes an inventory of properties of historical, archaeological, architectural and/or cultural significance; and (4) conducts an educational program with respect to historic properties and districts within its jurisdiction.

The Commission meets on the 2nd Wednesday of each month at 4:00 p.m. in the 1st Floor North Conference Room of the City Hall Building. The normal length of the meeting is 1-2 hours.

Homeless Initiative Advisory Committee

The Homeless Advisory Committee is composed of not more than 16 members, representing various focus areas (consumer, Buncombe County, supportive/permanent housing, mental health/substance abuse, legal, educational/university) or organizations. The term of office is 3 years.

The Committee is responsible for implementing the Ten Year Plan to End Chronic Homelessness, and its duties shall include (1) conducting research and investigation into issues about homelessness, including causes and effects within Asheville and the surrounding area; (2) formulate and make recommendations to local governmental entities and social service agencies to reduce the incidence of homelessness; (3) act as a clearinghouse for information on local homelessness issues; and (4) other duties as requested by City Council, Board of County Commissioners, or as the Homeless Initiative Advisory Committee deems appropriate.

The Committee meets on the last Monday of each month at 11:00 a.m. in the Housing Authority Board Room, located at 165 S. French Broad Avenue, Asheville, N.C. The normal length of the meeting is 1-2 hours.

Housing Authority Board of Directors

The Housing Authority Board of Directors consists of 5 members – all appointed by the Mayor. The term of office is 4 years.

The Board reviews and approves budgets for submission to the U.S. Dept. of Housing and Urban Development, approves plans and specifications, awards contracts and appoints the Executive Director of the Housing Authority.

The Board meets at 6:00 p.m. on the 4th Wednesday of each month in the Housing Authority Board Room at 165 S. French Broad Avenue, Asheville, N.C., or at one of the development offices. The normal length of the meeting is 1-2 hours.

HUB Community Economic Development Alliance

The HUB Community Economic Alliance consists of the Asheville Mayor; a City Council Committee member from the Planning & Economic Development Committee; UNC-Asheville Chancellor; A-B Technical Community College President; Mission Hospitals CEO; Asheville Citizen-Times President; N.C. Dept. of Transportation Board member; National Climatic Data Center CEO; Chair of the Buncombe County Commissioners; Buncombe County Economic Development Coalition representation; 5 members appointed by the Asheville City Council; 5 members appointed by the Buncombe County Board of Commissioners; and 4 members appointed by the Board itself.

The Committee manages and monitors the implementation of the HUB project plan by leveraging Buncombe County's unique assets to attract, create and expand business opportunities while improving the well-being of our citizens.

The Committee meets at 8:30 a.m. on the 3rd Tuesday of each month (except no meetings in December, June, July or August) in the Public Works Conference Room located at 161 S. Charlotte Street, Asheville, N.C. The normal length of the meeting is 1-2 hours.

Metropolitan Sewerage District Board of Directors

The Metropolitan Sewerage District Board of Directors consists of 12 members – 3 appointed by City Council (which must be City residents), 3 appointed by the Buncombe County Commissioners, 1 appointed by the Town of Weaverville, 1 appointed by the Town of Black Mountain, 1 appointed by the Town of Biltmore Forest, 1 appointed by the Woodfin Sanitary Water and Sewer District, 1 appointed by the Town of Montreat; and 1 appointed by the Town of Woodfin. The term of office is 3 years.

The Board oversees the operation of the Metropolitan Sewerage District and holds hearings on related issues.

The Board meets on the 3rd Wednesday of each month at 2:00 p.m. in the Board Room of the Metropolitan Sewerage District Office at 2028 Riverside Drive, Asheville, N.C. The normal length of the meeting is 2 hours.

Neighborhood Advisory Committee

The Committee consists of nine members, all appointed by City Council, with representation from specific community sectors. Members shall be residents of the City or the City's extra-territorial zoning jurisdiction, and shall reflect the socio-economic diversity of Asheville. The term of office is three years.

The Committee was established to advise the City Council on neighborhoods within the City of Asheville's zoning and planning jurisdiction. The Committee shall have the following powers and duties: (1) Develop rules and by-laws for the conduct of its business, including but not limited to meeting schedules, officers, voting, sub-committees; (2) Develop a plan to strengthen neighborhood identity and resilience, and to facilitate communication and cooperation between Asheville's neighborhoods and City offices; (3) Develop benchmarks and standards by which progress towards implementing the plan can be measured; and (4) Work on special projects that are consistent with the goals of the committee, as assigned or directed by Council.

The Committee meets on the 4th Thursday of each month at 5:30 p.m. in Room A109 of the Public Works Facility located at 161 S. Charlotte Street, Asheville, N.C. The normal length of the meeting is 2 hours.

Noise Ordinance Appeals Board

The Noise Ordinance Appeals Board consists of 5 members – 1 City zoning or building safety enforcement officer, 1 City police officer, 1 City animal control officer (or employee of contracted animal control agency) and 2 City residents. The 2 alternate positions are for 1 City resident and 1 City employee. The term of office is 3 years.

The Board advises the City on matters related to noise and noise control, and hears and decides appeals and complaints from citizens.

The Board meets on the 4th Thursday of each month at 3:00 p.m. in the Police Chief's Conference Room of the Asheville Police Department. The normal length of the meeting is 1-2 hours.

Planning and Zoning Commission

The Planning and Zoning Commission consists of 7 members – 5 appointed by City Council (which must be City residents) and 2 appointed by the Buncombe County Commissions (which must be residents of the extraterritorial area). The term of office is 3 years.

The Commission is an advisory Board to City Council. It reviews all new text for proposed amendments to the Unified Development Ordinance (UDO) and proposals to zone or rezone all property regulated under the UDO. After review, the Commission then makes recommendations to City Council. In addition, the Commission (1) performs studies and surveys of the present conditions and probable future development of the City, including studies and surveys of land uses, population, traffic, parking and redevelopment needs; (2) formulates and recommends to City Council adoption or amendment of a comprehensive plan and other plans for the City and its environs; (3) reviews the terms of the UDO to recommend to City Council any changes that the Commission considers necessary to regulate properly the development and use of land, buildings and structures; (4) reviews and makes recommendations to City Council on applications for planned unit development designation and the preliminary plans for such planned unit developments; (5) reviews and decides on approval of all proposed preliminary plats of major subdivisions; and (6) performs such additional powers and duties as may be set forth elsewhere in the UDO and in other laws and regulations.

The Commission meets on the 1st Wednesday of each month at 5:00 p.m., in the First Floor North Conference Room of the City Hall Building, 70 Court Plaza, Asheville, N.C. The normal length of the meeting is 1-2 hours.

Police Officers and Firefighters Disability Review Board

The Police Officers and Firefighters Disability Review Board consists of 6 members – 1 City Council Member (who shall serve as Chair), 1 member of the Asheville Police Department (elected by former members of the Asheville Policemen's Pension and Disability Fund), 1 member of the Asheville Fire Department (elected by former members of the Asheville Firemen's Pension and Disability Fund), 1 licensed medical doctor from within the corporate limits of the City of Asheville (appointed by City Council), 2 members appointed by City Council, and the City Manager (or his designee). The term of office is 2 years.

The Board determines when supplemental payments should be made to members of the Pension and Disability Fund or their survivors.

The Board meets the 1st Thursday of each month on an as-needed basis. The normal length of the meeting is 1-2 hours.

Public Art & Cultural Commission

The Public Art & Cultural Commission consists of 9 members – all appointed by City Council. The term of office is 3 years.

The Commission is responsible for promoting and maintaining art displays in public buildings and public spaces in the City of Asheville. In addition the Board (1) facilitates public art in public

buildings and public spaces; (2) informs the residents of and visitors to Asheville about public art; (3) advances the City of Asheville as an “arts destination” and engages public art as a major attraction for artists, cultural tourism, and economic development; (4) is responsible for approving the site and content of public art; (5) is responsible for developing a procedure for the selection of art and/or artists, which will include public input as well as appropriate staff review. The Public Art Board shall follow its Public Art Policy and Implementation Guidelines as modified and/or amended every five years; and (6) recommends to City Council the acceptance of works of art.

The Commission meets on the 4th Thursday of each month at 4:00 p.m., in the 1st Floor North Conference Room of the City Hall Building. The normal length of the meeting is 1-2 hours.

Recreation Board

The Recreation Board consists of 9 members – all appointed by City Council. The term of office is 3 years.

The Board advises City Council on various matters pertaining to the operation of park facilities and recreation programs within the City of Asheville. In addition, the Recreation Board is charged with duties regarding the annual Bele Chere Festival.

The Board meets on the 2nd Monday of each month at 12:00 Noon in the 1st Floor North Conference Room of the City Hall Building. The normal length of the meeting is 2 hours.

River District Design Review Committee

The River District Design Review Committee consists of 7 members – all appointed by City Council. The membership consists of 2 members from the RiverLink Board of Directors, 2 members must be owners of property located within the River District, 2 members must be design professionals, and 1 member is selected at City Council's discretion. The term of office is 3 years.

The Committee promotes Asheville's riverfront as a vital economic development area for Asheville and western North Carolina. The Committee also reviews major works projects within the River District.

The Committee meets on the 4th Wednesday of every month at 9:00 a.m., at 11 Church Street, Asheville, N.C., in the Historic Meeting Room. The normal length of the meeting is 1-2 hours.

Riverfront Redevelopment Commission

The Asheville Area Riverfront Redevelopment Commission consists of 14 members – 2 members appointed by the Buncombe County Board of Commissioners, with one being a County Commissioner; 4 members appointed by City Council, with one being a City Council member; 2 members appointed by the Asheville Area Chamber of Commerce; 2 members appointed by RiverLink; 2 members appointed by the Council of Independent Business Owners; 1 member appointed by the Woodfin Board of Aldermen; and the Chairperson of the River District Design Review Committee. Each appointing body shall ensure that at least one half of their appointees are an owner of real property or an owner of a business in the Regional Riverfront. The Town of Woodfin, having only 1 appointee, is exempted from the ownership requirement.

The Commission shall (1) recommend to the City and County an overall policy for the continued development and sustainability of the regional riverfront; (2) provide recommendations to the

City and County for effective management of the public resources for the districts; (3) actively pursue and assist private sector investment in the districts; and (4) cooperate with, evaluate and represent the recommendations of other organizations, including, but not limited to, property owners, merchants, residents, businesses, tenants, non-profits, institutions and other members of the riverfront and regional riverfront district communities.

The Commission meets on the 2nd Thursday of each month at 4:00 p.m. in the Chamber of Commerce Board Room at 36 Montford Avenue.

Soil Erosion/Stormwater Review Committee

The Soil Erosion/Stormwater Review Committee consists of 5 members – 2 City department directors designated by the City Manager; 1 member of the Planning & Zoning Commission; and 2 members appointed by City Council. City Council appointments must be a City resident or a resident in the extra-territorial jurisdiction. At least one City Council appointment shall have a professional accreditation in the practice of stormwater management, erosion and sediment control, or related areas of professional practice.

The Committee will hear appeals from the Stormwater Administrator.

The Committee will meet on an as-needed basis.

Tourism Development Authority

The Buncombe County Tourism Development Authority consists of 9 members – 3 members appointed by City Council (one person who is an owner or operator of a hotel, motel or other taxable tourist accommodation with 100 or less rental units, one person who is an owner or operator of a hotel, motel or other taxable tourist accommodation with more than 100 rental units, one person involved in tourist business that does not own or operate a hotel, motel or other taxable tourist accommodation); 3 members appointed by the Buncombe County Commissioners (one person who is an owner or operator of a hotel, motel or other taxable tourist accommodation with 100 or less rental units, one person who is an owner or operator of a hotel, motel or other taxable tourist accommodation with more than 100 rental units, one person involved in tourist business that does not own or operate a hotel, motel or other taxable tourist accommodation); 1 member appointed by the Chamber of Commerce; 1 member of City Council (who is an ex-officio non-voting member); and 1 member of the Buncombe County Commissioners (who is an ex-officio non-voting member). The term of office is 3 years.

The Authority's purpose is to further the development of travel, tourism, and conventions in the county through state, national and international advertising and promotion.

The Authority meets on the 4th or Last Wednesday of each month at 9:00 a.m. in the Chamber of Commerce Board Room at 36 Montford Avenue, Asheville, N.C., although locations vary. The normal length of the meeting is 1-2 hours.

Transit Commission

The Transit Commission consists of 7 members – 6 members shall be appointed by City Council (which must be City residents) and one member shall be appointed by the Buncombe County Board of Commissioners. The term of office is 3 years.

The Commission functions as an advisory board to the Public Transit Office on matters affecting the transit system and its operation.

The Commission meets on the 1st Tuesday of each month at 3:30 p.m., in the First Floor North Conference Room of the City Hall Building, 70 Court Plaza, Asheville, N.C. The normal length of the meeting is 1-2 hours.

Tree Commission

The Tree Commission consists of 7 members – all appointed by City Council. The term of office is 3 years.

The Commission is responsible for fostering the preservation, planting, replacement and removal of trees without denying the reasonable use and enjoyment of real property. In addition, the Commission (1) facilitates the planting, growing and protection of trees within the City; and (2) conducts continuing research, planning and feasible assessments required to promote and enforcement Chapter 20 of the Code of Ordinances regarding the regulation of planting, protection, preservation and removal of trees.

The Commission meets on the 3rd Monday of each month at 12:00 Noon in Room A109 of the Public Works Facility at 161 S. Charlotte Street, Asheville, N.C. The normal length of the meeting is 1-2 hours.

City of Asheville
BOARDS AND COMMISSIONS
Application Form

**APPLICANTS ARE STRONGLY URGED TO ATTEND SEVERAL MEETINGS OF A BOARD PRIOR
TO APPLYING AND/OR APPOINTMENT TO A BOARD**

Name of board or commission(s): _____

Your name: _____ Home Phone #: _____

Street address: _____ City: _____ Zip Code: _____

Mailing address (if different): _____

Employer: _____

Your position: _____ Office Phone #: _____

Resident of City _____ County _____ Race _____ * Sex _____ * Age _____ *

Are you a United States Citizen (circle one)? Yes or No

Residence location (check one): Central _____ North _____ South _____ East _____ West _____

Are you aware of any potential conflicts of interest that may arise during your service on this board (i.e., property interest, business interest, etc.)? If so, please explain: _____
_____. Potential conflicts of interest do not preclude appointments.

Please indicate the area(s) of expertise that you can bring to the above board(s), and then in detail list education, experience, reasons for your interest, and other factors that support your interest in serving (use additional sheets if necessary). Expertise: _____ Legal _____ Technical _____ Fundraising _____ Community Contacts
_____ Business Management (Financial) _____ Business Management (Operational) _____ Public Speaking

Return to:

Maggie Burleson, City Clerk
Post Office Box 7148
Asheville, N.C. 28802-7148

E-Mail: mburleson@ashevillenc.gov
Telephone: 259-5601
Fax #: 259-5499

Signature: _____

Date: _____

E-Mail: _____

Fax #: _____

* This information is requested for the sole purpose of assuring that a cross section of the community is appointed.